

Local Public Health Authority Workforce Hiring Survey - Public Health Infrastructure Grant (PHIG) PE51-05 & American Rescue Plan Act (ARPA) COVID 19 Workforce Funds PE51-03

The purpose of this short survey is to fulfill the Oregon Public Health Division's required reporting to the CDC regarding Local Public Health Authority (LPHA) workforce supported by 1) Public Health Infrastructure Grant (PHIG) PE51-05 and 2) American Rescue Plan Act (ARPA) COVID 19 Public Health Workforce Funds PE51-03.

While your LPHA may need multiple staff to gather the information needed to report, please have only one person complete the survey. Only one response should be submitted per LPHA. Please gather the necessary information ahead of time and be prepared to complete the survey in one sitting.

The survey is divided into 2 sections 1) staff filled with PHIG funds PE51-05 and 2) staff filled with ARPA COVID 19 Public Health Workforce Funds PE51-03 funds. Only LPHAs who received PHIG funds in this first funding period (December 1, 2022 – May 31, 2023) are asked to complete the PHIG section. Depending upon the number of staff supported through these funds, the survey should take less than 30 minutes.

Please submit this brief LPHA Workforce Hiring Survey by Friday, July 14, 2023

If you have any questions completing this survey, please contact Doc Ramblings, Research Analyst at David.D.Ramblings@odhsoha.oregon.gov or Kusuma Madamala, PHIG Evaluation Point of Contact at Kusuma.Madamala@odhsoha.oregon.gov

Section 1: Local Public Health Authorities Workforce Hiring - Public Health Infrastructure Grant (PHIG) PE51-05

**Only LPHAs who received PHIG funds in this first funding period (December 1, 2022 – May 31, 2023) are asked to complete the PHIG section.*

As a recipient of the Centers for Disease Control and Prevention (CDC) Public Health Infrastructure Grant (PHIG), Oregon Public Health Division's reporting requirements include the number of governmental public health PHIG funded positions filled by job classification and program area to be submitted every 6 months. PHIG funded and filled positions include individuals budgeted who have or will eventually use PHIG funds.

This first PHIG reporting period is from December 1, 2022 – May 31, 2023.

Guidance on calculating positions filled by PHIG

The following guidance was provided by the CDC to use in calculating the positions funded by the Public Health Infrastructure Grant.

- Count all positions filled (full-time, part-time, contractual, and seasonal) or supported by PHIG grant funding during the reporting period, even if the grant was not yet charged.
- Count of positions does not include count of turnover (i.e., if a position is supported by PHIG grant funds and that staff person leaves, and someone new is hired, this counts as one position).
- Any dollar from the PHIG grant that touches any human resource (e.g., contractor, consultant, fellow, intern, FTE, etc.) at any percentage at all should be included in the number of positions. Therefore, recipients should strive to include every human resource funded with grant dollars and appears in your budget.
- Include positions fully and/or partially funded. There is no need to estimate full-time equivalent (FTE) percentages.
- Include staff transferred from one program/NOFO to this one, i.e., count staff that will be retained by grant once other funding runs out (e.g., ELC, COVID-19 funding).
- Do not include any in-kind staff working on this grant.
- Do not double count staff if they are working in more than one job classification category or program area. If positions have crossover categories or operate within several of the job classification categories or program areas, select the single best category, i.e., the category the position works on most (>50%) of the time.

Public Health Infrastructure Grant Program Areas and Job Classifications

The following descriptions for program areas and job classifications were provided by CDC to use in completing of this survey of PHIG funded positions filled during the reporting period.

Job Classification Categories:

1. **Agency leadership and management:** Department/Bureau Director, Deputy Director, Public Health Agency Director, Program Director, Health Officer.
2. **Program manager:** Public Health Program Manager.

3. **Business, improvement, and financial operations staff:** Attorney or Legal Counsel, Business Support – Accountant/Fiscal, Business Support Services – Administrator, Business Support Services – Coordinator, Grants or Contracts Specialist, Human Resources Personnel, Other Business Support Services, Community Health Planner, Quality Improvement Worker, Training Developer/Manager, Workforce Development Staff. May include positions focused on accreditation and performance improvement.
4. **Office and administrative support staff:** Clerical Personnel -Administrative Assistant, Clerical Personnel -Secretary, Customer Service/Support Professional, Custodian, Other Facilities or Operations Worker, Implementation Specialist, Medical/Vital Records Staff.
5. **Information technology and data system staff:** Information Systems Manager/Information Technology Specialist, IT Support Staff, Public Health Informatics Specialist, Informatics staff, Web Developer/Computer Programmer.
6. **Public information, communications, and policy staff:** Public Information Specialist, Policy Analyst, Communications specialist, Web Content Writer/Content Developer.
7. **Laboratory workers:** Laboratory Technician, Laboratory Quality Control Worker, Laboratory Scientist/Medical Technologist, Laboratory Aide or Assistant.
8. **Epidemiologists, statisticians, data scientists, other data analysts:** Epidemiologist, Population Health Specialist, Statistician, Economist, Data or Research Analyst, Data Scientist, Program Evaluator.
9. **Behavioral health and social services staff:** Behavioral Health Professional, Disease Intervention Specialist/Contact Tracer, Peer Counselor, Health Navigator, Social Worker/Social Services Professional.
10. **Community health workers and health educators:** Health Educator, Community Health Worker.
11. **Public health physician, nurse and other clinicians or healthcare providers:** Nursing and Home Health Aide, Nutritionist or Dietitian, Other Oral Health Professional, Other Nurse - Clinical Services, Physician Assistant, Public Health Dentist, Public Health/Preventive Medicine Physician, Registered Nurse -Public Health or Community Health Nurse, Registered Nurse - Unspecified, Pharmacist, Licensed practical or vocational nurse, Nurse Practitioner Emergency Medical Technician/Advanced Emergency Medical, Technician/Paramedic, Emergency Medical Services Worker, Other Health Professional/Clinical Support Staff, Physical/Occupational/Rehabilitation Therapist, Public Health Veterinarian.
12. **Preparedness staff:** Emergency Preparedness/Management Worker.
13. **Environmental health workers:** Environmental Health Worker, Environmental Health Technician, Environmental Health Physicist, Environmental Health Scientist, Environmental Engineer.
14. **Animal control and compliance/inspection staff:** Licensure/Regulation/Enforcement Worker, Sanitarian or Inspector, Animal Control Worker, Disability claims/benefits examiner or adjudicator, Medical Examiner.
15. **Other:** Student, Professional or Scientific, Interns, Fellows, Other (not categorized)

*If positions operate within several of the program areas, select the area that this position will work in most (>50%) of the time. **Do not double-count staff if they are working in more than one program area. (FOR PHIG ONLY)***

Job Program Areas:

1. **Access to and Linkage with Clinical Care:** Clinical Services (excluding TB, STD, family planning), Emergency Medical Services, Immunizations - clinical, Immunizations - non-clinical, Mental Health, Oral Health/Clinical Dental Services, School Health, Substance Abuse, including tobacco control programs
2. **Emergency Preparedness and Response:** All Hazards
3. **Accountability and Performance Management:** Accreditation coordinators, QI staff, performance management leads
4. **Assessment and Surveillance:** Community Health Assessment/Planning, Disability services, including disability determinations, Enforcement/Inspection/Licensing/Certification of Facilities, Epidemiology Surveillance, Informatics, Medical Examiner, Public Health Genetics, Public Health Laboratory, Vital Records
5. **Chronic Disease and Injury Prevention:** Non-Communicable Disease/Chronic Disease, Health Promotion/Wellness, Injury/Violence Prevention
6. **Communicable Disease Control:** COVID-19 Response, Communicable Disease - HIV, Communicable Disease - Influenza, Communicable Disease - STD, Communicable Disease - Tuberculosis, Communicable Disease - Viral Hepatitis, Other Communicable Disease
7. **Communications**
8. **Community Partnership Development:** Community Health Assessment/Planning
9. **Environmental Public Health:** Environmental Health, Animal Control
10. **Equity**
11. **Maternal, Child and Family Health:** Children and Youth with Special Health Care Needs, Maternal and Child Health - Family Planning, Maternal and Child Health - WIC
12. **Organizational Competencies:** Leadership & Governance; Information Technology Services; Workforce Development & Human Resources; Financial Management, Contract, & Procurement Services, including Facilities and Operations; Legal Services & Analysis
13. **Policy Development and Support**
14. **Other**

If positions have crossover categories or operate within several of the program areas, select the category that this position will work on most (>50%) of the time. **Do not double-count staff if they are working in more than one category. (FOR PHIG ONLY)**

Reporting: Please tell us about the positions funded by PHIG and filled during this reporting period of December 1, 2022- May 31, 2023.

Filled by current employee or new hire?	Program area?	Classification category?

You will be able to enter up to 20 positions. If more than 20 positions need to be reported, please contact Doc Ramblings, Research Analyst at David.D.Ramblings@odhsoha.oregon.gov or Kusuma Madamala, PHIG Evaluation Point of Contact at Kusuma.Madamala@odhsoha.oregon.gov

Section 2: LPHAs Workforce Hiring - ARPA COVID 19 Public Health Workforce Funds PE51-03

As a recipient of the Centers for Disease Control and Prevention (CDC) American Rescue Plan Act (ARPA) COVID 19 Workforce Funds PE51-03, Oregon Public Health Division's reporting requirements include the number of governmental public health ARPA funded positions filled by position classification and FTE.

The ARPA reporting period is from January 1, 2023 - June 30, 2023.

Position Classifications

These classifications were provided by the CDC to use when reporting American Rescue Plan Act (ARPA) COVID 19 Public Health Workforce Funds PE51-03.

- 1. Administrative Support Staff:** include human resources personnel, fiscal or grant managers, clerical staff, staff to track and report on hiring under this cooperative agreement, others needed to ensure rapid hiring and procurement of goods and services and other administrative services associated with successfully managing multiple federal funding streams for the COVID-19 response.
- 2. Clinical Staff:** include public health physicians and nurses, mental or behavioral health specialists to support workforce and community resilience, social service specialists, vaccinators; or laboratory scientists or technicians.
- 3. Disease Investigation Staff:** include epidemiologists, case investigators, medical examiners, coroners, contact tracers, community health workers, or disease intervention specialists.
- 4. School Health Staff:** include hiring school-based nurses, converting current nurses from part-time to full-time work, increasing hours, or increasing nurses' salaries or otherwise supporting retention efforts.
- 5. Program Management Staff:** include program managers, communications and policy staff, logisticians, planning and exercise specialists, pandemic preparedness and response coordinators to support planning and coordination for the current pandemic response and identify lessons learned

to help prepare for possible future disease outbreaks, communication specialists, health equity officers or teams, data managers, including informaticians, data scientists, or data entry personnel, translation services, trainers or health educators, or other community health professionals.

6. Health Equity or Community Engagement Staff

If staff operate within several of the classifications, they may be entered multiple times. Staff may be double counted if they have FTE from multiple classifications. (FOR ARPA ONLY)

Reporting: Please tell us about the positions filled by ARPA and filled during this reporting period of January 1, 2023 - June 30, 2023.

New or previously existing position?	Position classification?	Amount of FTE filled by grant?

You will be able to enter up to 20 positions. If more need to be reported, please contact Doc Ramblings, Research Analyst at David.D.Ramblings@odhsoha.oregon.gov or Kusuma Madamala, PHIG Evaluation Point of Contact at Kusuma.Madamala@odhsoha.oregon.gov

Submission Page

Once you're done entering all information, please click DONE to submit your survey. You will not be able to access the survey again after that.

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